State of Alaska Employee Reasonable Accommodation Process This chart demonstrates responsibility in the reasonable accommodation process. DOP **Employee** Department **SADACO** (Some exceptions for DOT and DOR) Manager becomes aware of employee **Employee Requests** need to accommodate. Accommodation Notifies ADA Coordinator/ and/or HR Distributes Reasonable Accommodation Request Form. Can give guidance Completes Reasonable and technical Manager receives Accommodation assistance at any Form Request Form stage to any State entity or employee. Provides guidance to Dept ADA Process No Independently? Coord. and/or supervisor Yes Dept Ensures process agrees to accom. or Evaluates for to identify alternate workplace Reassignment position is followed modification? Yes Employee terminated. Employee can go to Alternate EEO office or Union Position in State for further review and Identified? action. Yes State provides accommodation to Employee